

11 FEBRUARY 1986

REMARKS

#1 - ACTION

Please prepare appropriate response
the DDA's signature.

SUSPENSE: 25 APRIL 1986

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)		Room No.—Bldg.
		No.

1041-102 7/25/77 OCT 090

* U.S.G.P.O.: 1983-421-529/320

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

EXECUTIVE SECRETARIAT
ROUTING SLIP

TO:		ACTION	INFO	DATE	INITIAL
1	DCI		X		
2	DDCI		X		
3	EXDIR		X		
4	D/ICS				
5	DDI				
6	DDA	X			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OLL				
14	D/PAO		X		
15	D/PERS		X		
16	VC/NIC				
17	D/OTE		X		
18					
19					
20					
21					
22					

SUSPENSE _____

Date

Remarks

To 6: Please handle as appropriate.

Executive Secretary

10 Feb 86
Date

3637 (10-81)

The Brookings Institution

86- 0537X

1775 MASSACHUSETTS AVENUE N.W. WASHINGTON D.C. 20036 / CABLES: BROOKINST / TELEPHONE: (202) 797-6000



February 3, 1986

The Honorable William J. Casey
Director
Central Intelligence Agency
Washington, D.C. 20505

Dear Mr. Casey:

I am writing to you personally to call to your attention a special one-week Seminar for Senior Executive Service and Executive Level appointees, to be held June 15-20, 1986 in Charlottesville, Virginia.

This Brookings seminar, "Executive Leadership and the Changing Policy Environment," has been designed for a small group of senior level participants who will meet with distinguished government officials and scholars to debate current issues on the federal policy agenda.

Past seminar participants have found the experience of practical benefit as well as intellectually stimulating. Additional information about the seminar is enclosed, and we have sent separate notices to your personnel and training officers.

Despite -- or indeed because of -- tight budgets, I hope you will nominate one or two of your key staff for this practical yet broadening seminar experience.

Sincerely yours,

Bruce MacLaury

B. K. MacLaury
President

Enclosures